



DWFP-CONSERVATION OFFICER SENIOR

CHARACTERISTICS OF WORK:

This is administrative and supervisory work involving responsibility for natural resources protection and conservation. Characteristic duties include responsibility for inspection, safety, enforcement, investigation, public relations, conservation education, and management of resources in the Department of Wildlife, Fisheries, and Parks. Incumbents possess enforcement powers conferred by statute and utilize these powers in the execution of their duties and responsibilities as well as in assisting other state, federal, and local law enforcement and regulatory agencies. Characteristic duties include the coordination and supervision of various law enforcement functions within a designated geographic area in the Department of Wildlife, Fisheries and Parks. Incumbents perform functional or line supervisory responsibilities related to coordinating and directing the work of a unit of officers or subordinates engaged in conservation and enforcement activities; and, assist supervisory personnel in the implementation, administration and evaluation of departmental standards, operational procedures and projects. Field work is performed under the general supervision of an administrative superior and requires exercising independent judgment in the development, interpretation, application and enforcement of statutes, regulations, policies and directives.

MINIMUM QUALIFICATIONS:

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Experience:

Four (4) years of experience and training as a DWFP-Conservation Officer II or higher or equivalent directly related experience.

Special Requirements:

Applicant must be at least twenty-one (21) years of age at time of appointment; possess and maintain a valid Mississippi Driver's License or a valid Driver's License from a contiguous state; meet any and all minimum standards of employment as set forth by the Board of Law Enforcement Officers Standards and Training; have neither a conviction nor a plea of guilty or nolo contendere for a felony or a misdemeanor involving moral turpitude; have not been discharged under conditions other than honorable from any branch of the U. S. armed forces; receive a favorable background investigation report; upon appointment and on a scheduled basis, pass a physical examination conducted by a licensed physician and meet minimum physical

qualification standards; upon appointment and on a random-selection basis, pass an alcohol/drug test conducted by a certified laboratory.

Note:

Employment is contingent upon successful completion after appointment of the Basic Curriculum approved by the Board of Law Enforcement Officers Standards and Training and successful completion of pre-defined requalification standards. Duty assignment may require that successful applicant be able to demonstrate swimming skills at a prescribed level equivalent to the American Red Cross Basic Swimming skill level.

EXAMPLES OF WORK:

Examples of work performed in this classification include, but are not limited to, the following:

Provides administrative and technical assistance to administrative superiors; assists in supervising daily and operational activities.

Provides leadership in coordinating administrative projects and specialized enforcement activities.

Serves as Acting Supervisor in the absence of regional/district supervisory personnel; performs temporary assignments to meet specific law enforcement needs.

Provides direction and support to the Department/s training program administrator by identifying training needs or requirements; assists with the implementation of law enforcement training program objectives.

Coordinates assignment, inventory and maintenance of property and equipment for the region/district; assists in providing training in the operation and use of new equipment or communications devices.

Acts as regional/district safety officer to ensure compliance with federal and state safety standards and regulations.

Communicates regularly with regional/district personnel in the implementation of project goals and objectives; assists in evaluating accomplishment of defined goals and objectives.

Patrols an assigned geographic area or physical location by land, water or air making inspections for violations of hunting, fishing, seafood, boating, safety, littering or pollution laws, and agency regulations.

Inspects licenses, permits and equipment of hunters, fishermen, trappers and boaters; inspects vessels, registration, numbering and safety equipment of watercraft for compliance with state and federal laws and regulations; collects appropriate fees; issues usage permits and licenses.

Monitors methods used and inspects game, fish and seafood taken for compliance with state laws and regulations.

Interprets and enforces laws, rules and regulations for the protection, conservation and management of wildlife, fisheries, marine and natural resources; issues citations and apprehends violators; interviews witnesses; collects and preserves evidence of violations; seizes equipment used illegally; testifies in hearings and court proceedings.

Coordinates and investigates reported or suspected game, fish and seafood violations, wildlife damage complaints, hunting and boating accidents and evidence of littering and pollution; coordinates special details and complex, non-routine investigations related to the illegal taking and sale of game, fish and seafood.

Coordinates field inspections in assigned area to ensure the effective performance of law enforcement officers, lake and WMA managerial personnel in meeting departmental goals and objectives.

Assists federal, state and local officials in matters involving drug enforcement, natural disasters, civil disturbances, hunting and boating accidents, drowning, rescue operations and apprehension of criminals.

Instructs hunter safety and boating safety classes, promotes and conducts educational, interpretative and informational programs on hunting and fishing regulations, outdoor and recreational opportunities and safety, conservation topics and department-sponsored programs to schools, clubs, civic and community groups and other organizations; participates in media programs and special events.

Assists technical staff in the survey and collection of harvest, research and management data; capture and relocation of wildlife and fish for nuisance removal and restocking; habitat improvement; lake and pond management.

Coordinates and performs managerial and custodial functions for the development and maintenance of state-owned and leased lands, wildlife management areas and state lakes.

Promotes positive public relations and effectively communicates the Department's mission, goals and programs; maintains liaison with other local, county, state and federal agencies; community and civic organizations and schools.

Assists with fiscal accounting, budgetary and activities and monitoring expenditures.

Compiles and prepares various reports on daily activities, vehicle use, expenses and repairs; facilities usage and visitation; accident reports, violations, arrests and prosecutions.

Operates and maintains a variety of equipment, including but not limited to: motorized vehicles, all terrain vehicles, winches, marine vessels (up to 36 feet), boats, motors, heavy equipment, firearms, audio-visual equipment, two-way radio and communications equipment.

Performs related or similar duties as required or assigned.

INTERVIEW REQUIREMENTS:

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.